

<u>OFFICE OF POLICE & CRIME COMMISSIONER</u>	
LEAD CHIEF OFFICER:	Assistant Chief Officer, Resources
TITLE:	Contracts and Procurement Annual Report for 2013/14
DATE:	19 June 2014
TIMING:	Routine
PURPOSE:	For monitoring
1.	<u>RECOMMENDATION</u>
1.1	The purpose of this report is to present the work of the Contracts and Procurement Department throughout the year 2013/14 which includes the collaborative work of the Southern Wales forces.
2.	<u>INTRODUCTION & BACKGROUND</u>
2.1	The report highlights progress in key areas of interest and particularly in support of the Staying Ahead Review, cash-releasing savings and collaboration. The background papers used in the preparation of this report are the: <ul style="list-style-type: none"> • Departmental Plan for 2012/13 • Departmental savings report 2012/13.
3.	<u>ISSUES FOR CONSIDERATION</u>
3.1	The issues are presented in the reports at Annex 1 and also Annex 2.
4.	<u>NEXT STEPS</u>
4.1	The department will continue to maximise cashable savings for the Force, working in collaboration to maximise the benefits wherever possible.
5.	<u>FINANCIAL CONSIDERATIONS</u>
5.1	There are no financial considerations arising from the matters raised in this report.
6.	<u>PERSONNEL CONSIDERATIONS</u>
6.1	Staffing issues have been considered in the body of the report.
7.	<u>LEGAL IMPLICATIONS</u>
7.1	The contracts arrangements are progressed in line with legal requirements.
8.	<u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u>
8.1	Equality and Human Rights are considered during the tendering process.
8.2	This project/proposal has been considered against the general duty to promote equality, as stipulated under the Single Equality Scheme and has been assessed not to discriminate against any particular group.

8.3	In preparing this report, consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998.
9.	<u>RISK</u>
9.1	None identified.
10.	<u>PUBLIC INTEREST</u>
10.1	Following approval of this report, the document will be made available to the public.
11.	<u>CONTACT OFFICER</u>
11.1	Paula Corfield, Head of Procurement
12.	<u>ANNEXES</u>
12.1	Annex 1 – Annual Report 2013/14: Contract and Procurement Department
12.2	Annex 2 – Benefits of Collaborative Procurement across Southern Wales Forces

For OPCC use only

Office of the Chief Constable	
I confirm that Contracts and Procurement Annual Report for 2013/14 has been discussed and approved at a formal Chief Officers' meeting.	
It is now forwarded to the OPCC for monitoring purposes .	
Signature: 	
Date: 3 July 2014	
	Tick to confirm (if applicable)
Financial The Chief Finance Officer has been consulted on this proposal.	✓
OPCC (insert name) The Chief Executive has reviewed the request and is satisfied that it is correct and consistent with the PCC's plans and priorities.	✓
Legal The legal team have been consulted on this proposal.	N/A
Equalities The Equalities Officer has been consulted on this proposal.	N/A
Chief Executive/ Deputy Chief Executive:	
I have been consulted about the proposal and can confirm that financial, legal, equalities etc... advice has been taken into account in the preparation of this report.	
I am satisfied that this is an appropriate report to be submitted to the Police and Crime Commissioner for Gwent.	
Signature: 	
Date: 15/07/14	
Police and Crime Commissioner for Gwent	
I confirm that I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct.	
The above request has my approval.	
Signature: 	
Date: 30.7.14	

